

**THE TOWN OF FOREST HEIGHTS  
RESOLUTION 60-21**

**A RESOLUTION TO APPROVE A COOPERATIVE VEHICLE AND FUEL  
AGREEMENT BETWEEN PRINCE GEORGE'S COUNTY (THE "COUNTY") AND THE  
TOWN OF FOREST HEIGHTS (THE "TOWN")**

Introduced By: Calvin Washington, Mayor

**WHEREAS**, the County's Fleet Management Division is responsible for the overall management of a fleet of over 4,000 vehicles used by 18 agencies of the County Government, and the Division operates two vehicle maintenance facilities and maintains over 3,500 vehicles with services provided to include general light and heavy repair, scheduled preventive maintenance, vehicle emission inspections, body repairs, towing and road service; and

**WHEREAS**, the County's Fleet Management Division provides repairs under contract for at least ten (10) County municipalities, three Volunteer Fire Departments and the Department of Social Services' State issued vehicles; and

**WHEREAS**, the County's Central Vehicle Maintenance Facility is in Capitol Heights and was named #15 of the Top 100 Public Sector Fleets in North America for 2014; and

**WHEREAS**, the Town of Forest Heights, wishes to enter into a Cooperative Vehicle and Fuel Agreement with Prince George's County and desires to have its vehicles maintained and repaired on an as-needed basis at the County's Facility, and to have access to and use of the County's fuel facilities, and the Annual Budget in line items 7068,7069,7409,7410,7092,7094,7132,7133 has appropriated funds to support the expenditures; and

**WHEREAS**, in order for the Town to properly receive the above-described services, the County's Fleet Manager, Mr. Rick Hilmer, and the Town Administrator recommends that the County and the Town submit a new two-party agreement in the new format that will: a) reconfirm and update the jurisdictional relationship for fuel use and b) allow for the performance of maintenance services at the Town's discretion; and

**WHEREAS**, the term of this Agreement (attached hereto and incorporated herein as Exhibit A) is for a period of five (5) years from the date thereof unless terminated by the parties upon 30 days prior written notice; and

**WHEREAS**, the Town will be invoiced monthly for fuel consumption at the then current Council of Governments contract price for unleaded and diesel fuel peak load periods, and the County will charge the Town the performance of services (labor and parts) under the Agreement at rates charged to other users and calculated by the County's Fleet Maintenance System; and

**NOW THEREFORE, BE IT RESOLVED**, that the Town Council of the Town of Forest Heights hereby approves the attached Cooperative Vehicle and Fuel Agreement between the Town and the County for a period of 5 years and authorizes the Acting Mayor to sign said Agreement which is attached hereto and incorporate by reference as Exhibit A;

**THE TOWN OF FOREST HEIGHTS  
RESOLUTION 60-21**

**AND BE IT FURTHER RESOLVED**, that the Mayor or the Town Administrator is hereby duly authorized to execute any necessary permit, request, acknowledgement form, electronic signature agreement, referral, or other legal instrument to effectuate said Agreement in accordance with the purpose of this Resolution;

**AND BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately upon its passage.

PASSED this 17 day of November 2021.

**APPROVED:** By Resolution of the Town Council of The Town of Forest Heights, Maryland.

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

LILLY

Yea

BROWNSON

Yea

ATKINSON

Yea

BARNES

Yea

HINES

Yea

WASHINGTON

Yea

NOBLE

Yea

ATTEST:

THE TOWN OF FOREST HEIGHTS,  
MARYLAND

**SIGNATURE ON FILE**

Sherletta Hawkins, Town Clerk

**SIGNATURE ON FILE**

By. Calvin Washington, Mayor

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the 17 of November 2021 with 7 Aye votes and 0 Nay vote the aforesaid Resolution 60-21 passed.

**SIGNATURE ON FILE**

Sherletta Hawkins, Town Clerk

[Exhibit 1 -Cooperative Vehicle and Fuel Agreement]